



# Martin Community College

## Office of Human Resource

1161 Kehukee Park Road

Williamston, NC 27892

personnel@martincc.edu

www.martincc.edu/employmentopportunities

### An Equal Opportunity Employer

*Martin Community College does not discriminate on the basis of race, color, religion, national origin, sex, age or disability. It is the College's intention that all qualified applicants be given equal opportunity and that selection decisions be based on job-related factors.*

## Position Vacancy Announcement: Adjunct Instructor, Criminal Justice (Bertie HS) - Pool

<b>Position:</b>	<b>Adjunct Instructor, Criminal Justice (Bertie HS) - Pool</b>
<b>Job Summary:</b>	Teach Criminal Justice courses in the high school as identified and approved for the Career and College Promise (CCP) Cadet Program. Prepare, administer and grade periodic test, assignments and/or program assessment data; maintain record of student attendance as required by MCC; serve as an advisor to students regarding program progress.
<b>Qualifications:</b>	<p>Required:</p> <ul style="list-style-type: none"><li>• Criminal Justice bachelor's degree from an accredited institution</li><li>• Excellent oral &amp; written communication skills</li><li>• Strong interpersonal skills with students</li><li>• Two or more years of criminal justice experience in the field and 1 year of teaching experience</li></ul> <p>Preferred:</p> <ul style="list-style-type: none"><li>• Teaching experience at the community college level</li><li>• Experience with classroom technology</li><li>• Experience with Law Enforcement</li><li>• Master's degree</li></ul>
<b>Anticipated Hiring Range:</b>	\$29.76 - \$33.38; Salary will be determined by candidate's education and experience related to higher education
<b>Additional Information:</b>	Courses will be taught on site at Bertie High School from 9:00am – 12:00 noon Monday -Friday.
<b>Benefits:</b>	NONE
<b>FLSA Status:</b>	Exempt (Hourly)
<b>Application Deadline:</b>	Start Date: TBD – On an as needed basis Applications accepted: Ongoing

### SUBMISSION OF APPLICATION:

Applicants interested in applying for the above position should submit:

- Completed and signed Martin Community College application (<http://www.martincc.edu/employmentopportunities>)
- Copy of college transcripts (originals will be required if offer of employment is extended)
- Resume and cover letter (not accepted in lieu of application)

Application materials may be submitted via email to: [personnel@martincc.edu](mailto:personnel@martincc.edu) with position title in the subject line OR mailed to: Martin Community College, Attn: Office of Human Resources 1161 Kehukee Park Road Williamston, NC 27892